SG/ADB/FAS-80/27
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MEMORANDUM FOR: Chief, Information Management Staff , DDO

25X1A FROM: [redacted]
Chief, SG/ADB/FAS

SUBJECT: Interim Report on [redacted] Automation 25X1C
Working Group 25X1C

[redacted]

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CIA Field Automation Requirements

I. GENERAL

All configurations used in support of the Agency's overseas automation project must

1. employ standard, single line hardware components and application software systems;

2. be modular;

3. be user friendly with menues and prompts to assist the non-ADP professional field officer in the use of the system;

4. be compatible with Headquarters based computer systems to facilitate interaction and data exchange between the field and Headquarters;

5. employ a work station that will function with either the field or Headquarters configurations.

II. FUNCTIONAL REQUIREMENTS

A. Word Processing

1. Text edit functions to include insert, delete, move, copy, justify (by keystroke) characters, words, lines, paragraphs, and sections.

2. Input, edit, and output by document (not page), including pagination without user entered form feeds.

3. Search for and change character strings throughout a document or file of documents.

4. Pre-defined formatted screens for input.

5. Programmable function keys to allow short keystroke use of common text and functions.

B. Document Storage and Retrieval

1. Logical storage of documents in one or more files.

2. Retrievable by multiple, user specified, sections of the document.

3. Boolean logic capability for document retrieval.

4. Manipulation of incoming, outgoing, and stored documents.

5. Forward and backward paging through a retrieved document.

6. Deletion of multiple number of documents by criteria such as document date.

7. Document annotation.

C. Electronic Mail

1. Creation and editing of permanent distribution lists.

2. Automatic index of incoming queue for review by receiver.

3. Automatic confirmation of receipt.

4. Logical distribution of documents into user queues.

5. Schedulable automatic distribution to user.

6. Non-scheduled priority distribution at operator request.

7. Multi-point document distribution.

D. Data Management System

1. Formatted screen to support data input and output.

2. Query language with Boolean logic including a contains verb for character by character search.

3. Data validation, including table lookup, during input.

4. Exec language that allows individual tailoring of system functions.

5. Flexible report generation

E. Data Processing

1. Security system that provides read and write password protection on all functions, documents, and files.

2. Multi-Key ascending and descending sort.

3. File and volume utilities which provide create, delete, rename, and list functions.

4. High level programming language which allows manipulation of all file types on the system.

5. Workstation to workstation message communication.

III SYSTEM REQUIREMENTS

A. General

1. All System components TEMPEST certified.

2. Size, sound, and power compatible with the office environment.

3. Hardware architecture to facilitate least replaceable unit (LRU) maintenance.

4. Hardware upwardly compatible with all configurations.

5. Operate on either 50 or 60 cycle power, between 110-220 volts.

6. Operate between 50 to 90 degrees Fahrenheit at 95% relative humidity.

7. Workstations

a. Screen display size - 80x24, horizontal scroll to 132.

b. Screen display buffer - 8k bytes.

c. Locally programmable - 128k bytes or automatic paging.

d. Software trap and test on all keys.

e. Functions keys that can be loaded under program control.

f. Numeric key pad and cursor control keys.

g. Telecommunications options to allow use as an interactive terminal with remote host.

h. Multiple ports for connections with disk drives and printers.

i. Alternate character sets.

j. Support software required to implement all systems outlined in the functional requirements for small and medium configurations (see below).

8. Disk/Diskette Storage

a. Removable media.

b. Media of common design to allow multiple suppliers.

c. Sharable by more than one processor or workstation.

9. Printer

a. Impact type printing.

b. Letter quality output on bond paper.

c. Multiple fonts to include OCR-A and foreign alphabets.

d. Printing speed of at least 40 CPS.

e. Single sheet or form feed.

f. Print width of 132 characters.

10. Central Processor (for large configuration, see below)

a. Main memory sufficient to support multiprogramming of functional software and up to 20 simultaneous users.

b. Able to support software required to implement all systems outlined in the functional requirements.

B. Small Configuration

1. Disk Drives - sharable by all workstations. Multiple drives per configuration required for redundancy.

a. Online capacity of 10MB each.

b. Removable media to allow total of 100MB of storage.

2. Printer - At least 2 sharable by all workstations.

3. Workstations - 2 to 6.

C. Medium Configuration

1. Disk Drives - sharable by all workstations. Multiple devices per configuration required for redundancy.

a. Online capacity of 50MB each.

b. Removable media to allow a total of 250MB of storage.

2. Printer - 2 to 3 sharable by all workstations.

3. Workstations - 7 to 12.

D. Large Configuration

1. Disk Drives - sharable by all workstations. Multiple devices per configuration to provide redundancy.

   a. Online capacity of 100 meg.

   b. Removable media to allow a total of 1000MB of storage.

B. Printer - 4 to 7 shared among workstations.

C. Workstations - 12 to 30.

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